



Public Buildings Service



Executive Summary Overtime Utilities



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GSA Authority



Federal Property and Administrative Services Act of 1949, as amended, and as revised, restated and recodified without substantive change by P.L. 107-217 (Title, 40 U.S.C., Subtitle I).



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What is the Standard Level of Service?



GSA, PBS Pricing Desk Guide 4th Edition

Section 3.7.1

Standard utilities are based on a one-shift office operation, Monday through Friday, excluding federal holidays. PBS provides a consistent heating or cooling temperature for 10 operating hours.



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What Services Are Provided in the Standard?



- Custodial and related services
- Mechanical services including GSA building HVAC equipment and systems
- Preventive maintenance of GSA building equipment and systems
- Utilities required to heat, cool and light building space and to power office systems and equipment



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What are Overtime Utilities/Above Standard Services?



Services provided the tenant agency above the standard stated in the lease.

GSA must be reimbursed for providing these support services.

Customers can view their Reimbursable Service Agreement (RWA) thru eRETA.



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No Charges for 'Incidental Use'



PBS defines "incidental basis" as, unplanned or nonrecurring use of office space outside the established standard operating hours and when such use of assigned space does not significantly increase utility consumption.

Example:

An individual employee comes in on a Saturday for a few hours or comes in early or stays late on a normal Monday through Friday workday with no additional support required.



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What is an Overtime Utilities Estimate?



An OU estimate is an estimate of the cost for utilities and related costs that exceed the standard services as outlined in the PBS Pricing Policy.

eRETA 1.0



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How are OU Estimates Calculated?



2 categories :

- Typical Office Space, Courtrooms, Chambers
- Above Standard Space (24/7 Server Rooms)



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Information Needed



Type of Space – Office Space, Server Room

Location(s) – Floors, Entire Suite, or Single Office

Date(s) – Single Day, Multiple Days

Hour(s) – # of Hours, Repeating, or Anytime

Type of Utility – Lighting, HVAC, or Both

Tenant Equipment Loads – Server Room equipment



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Calculating Estimates for 24/7 Server Rooms

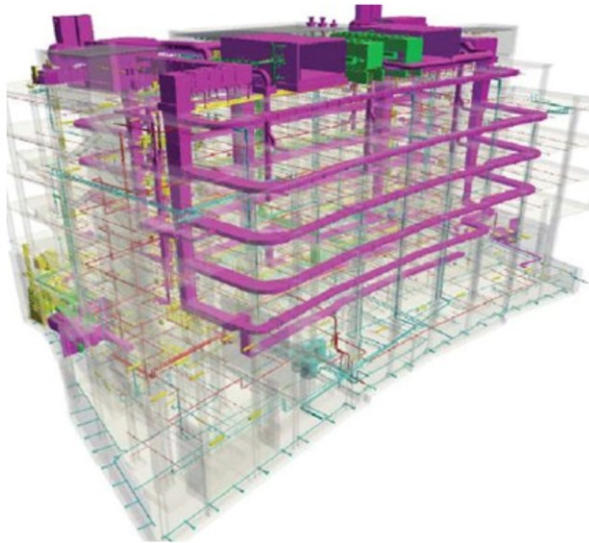


- Cost for all HVAC hours of operation (8760 hours typical)
- Agency equipment loads
- Cost for maintenance of HVAC
- Sub-meter to validate estimate

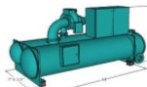


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Calculating Estimates for Typical Office, Courtrooms, Chambers



- Cost for additional hours of operation beyond 10 hours of standard operation
- Cost for additional maintenance
- Based on HVAC zoning



- 100 Ton Chiller



- 100 Ton Cooling Tower w/ 50Hp motor



- One (1) – A-11 Unit 20 Tons

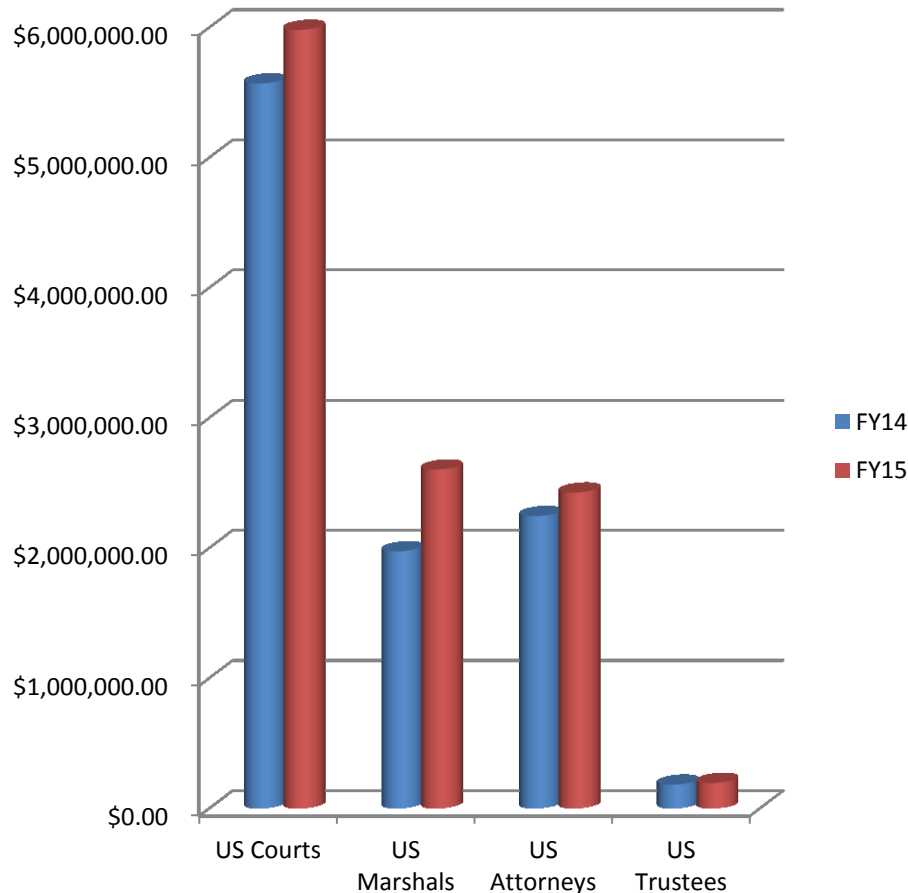


- Primary Pump (20 Hp), Secondary Pump (50Hp), and Condenser Pump (75Hp)



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How Much Are You Spending on Overtime Utilities?



Estimates for FY14 and FY15

- US Courts FY14- \$5.6M
- US Courts FY15- \$6.0M
- US Marshals Service FY14- \$2.0M
- US Marshals Service FY15- \$2.6M
- US Attorneys FY14- \$2.2M
- US Attorneys FY15- \$2.4M
- US Trustees FY14- \$182K
- US Trustees FY15- \$194K



OU Estimate Form



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Fwd: Status of Online tool x www.nynp.uscourts.gov/c x Power Conversion Formu x GSA.gov - Calendar x james.policano... x

www.nynp.uscourts.gov/ou_rent_help/index.cfm?CFID=65558&CFTOKEN=59564314

Apps ★ Bookmarks GSA InSite Home https://insite.stagin... Getting Started Wit... salesforce.com - Unl... FMSP FUSION Overtime Utilities R10 Pricing, Space ... PGA Phone List National Sustainabili... CO FMSP- Facility O... » Other bookmarks



OVERTIME UTILITY ESTIMATE

1. BASIC INFORMATION		FUNCTION CODE COST BREAKDOWN		
Estimate Tracking Number	OUNY010513219132 (Stand-Alone Estimate)			
Requesting Agency (AB Code)	JUDICIARY (01005)			
RWA Number			Continuing Resolution	\$0.00
Dates	10/1/2013 --- 9/30/2014		Miscellaneous	\$0.00
Building name	JAMES M HANLEY FB	PGA11	Janitorial	\$0.00
Building #	NY0281ZZ	PGA31	Gas	\$0.00
Border Station Building #	NO	PGA32	Water	\$0.00
Address	100 SOUTH CLINTON ST., SYRACUSE, NY, 13261	PGA33	Electric	\$18,283.95
Data Center/Server Room	NO	PGA34	Steam	\$0.00
Total BLDG Rentable SQFT	294083	PGA36	Oil	\$0.00
OT Square Footage Used	32980	PGA37	Chilled Water	\$0.00
Hourly Rate for Mechanics	\$32.00	PGA42/PGA47	Mechanical	\$7.51
Number of Agencies Sharing Use (Default is 1)	1	PG981	Overhead (recurring)	\$100.00
Projected KWH AND KW Cost/Hr (usage and demand rates)	USAGE RATE	DEMAND RATE	Overhead (non-recurring)	\$0.00
	\$0.1391	\$0.00	TOTAL	\$18,391.46

COST SUMMARY	
FUEL COST AND SUBMETERED UTILITIES	\$0.00
CONDENSER WATER CONSUMPTION	\$0.00
HVAC EQUIPMENT COSTS	\$13,516.29
ADDITIONAL PROGRAM EQUIPMENT	\$0.00
LIGHTING, OUTLEST	\$4,767.65
MECHANIC & JANITORIAL LABOR	\$0.00
PASS THROUGH FACILITY COST	\$0.00
EQUIPMENT MAINTENANCE FOR BUILDING EQUIPMENT	\$7.51
EQUIPMENT MAINTENANCE FOR AGENCY EQUIPMENT	\$0.00
CONTINUING RESOLUTION	\$0.00
MISCELLANEOUS COST	\$0.00
OVERHEAD FEE	\$100.00
TOTAL FIXED PRICE ESTIMATE FOR OVERTIME UTILITY REQUEST	
	\$18,391.46

SERVICES PROVIDED
Saturday and Sundays at 8 hours perday; Monday through Friday at two (2) hours.

SPECIAL NOTES



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Online OU Estimate Help Tool



OU Estimate Help

This tool is available at our gsa.gov/ou website, click on [OU Estimate Help Tool](#) at the bottom of the page.



Judiciary Online OU Help Tool



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Overtime Utility Estimate Help: Rates

[NATIONAL](#) < [9TH CIRCUIT](#) < [ARIZONA](#) < BUILDING: AZ0303

The Building # is **AZ0303**. These are the utility costs by Fiscal year.

FY2014

Bill Date	SqFt	Elect	Ecost	CPKW	Dmd	Dcost	Steam	Scost	Gas	Gcost
201409	831061.0	774400.0	\$89,873.00	\$0.12	0	0	0	0	0	0
201408	831061.0	752400.0	\$88,279.00	\$0.12	0	0	0	0	0	0
201407	831061.0	691600.0	\$81,563.00	\$0.12	0	0	0	0	0	0
201406	831061.0	774700.0	\$89,888.00	\$0.12	0	0	0	0	0	0
201405	831061.0	568000.0	\$71,118.00	\$0.13	0	0	0	0	0	0
201404	831061.0	467300.0	\$55,549.00	\$0.12	0	0	0	0	0	0
201403	831061.0	456400.0	\$55,837.00	\$0.12	0	0	0	0	0	0
201402	831061.0	500500.0	\$57,588.00	\$0.12	0	0	0	0	0	0
201401	831061.0	465800.0	\$55,932.00	\$0.12	0	0	0	0	0	0
201312	831061.0	549500.0	\$59,195.00	\$0.11	0	0	0	0	0	0
201311	831061.0	545100.0	\$59,006.00	\$0.11	0	0	0	0	0	0
201310	831061.0	539100.0	\$69,025.00	\$0.13	0	0	0	0	0	0

Averages: ^ 590,400.00 ^ \$69,369.42 ^ \$0.12



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How Do You Pay for Overtime Utilities?

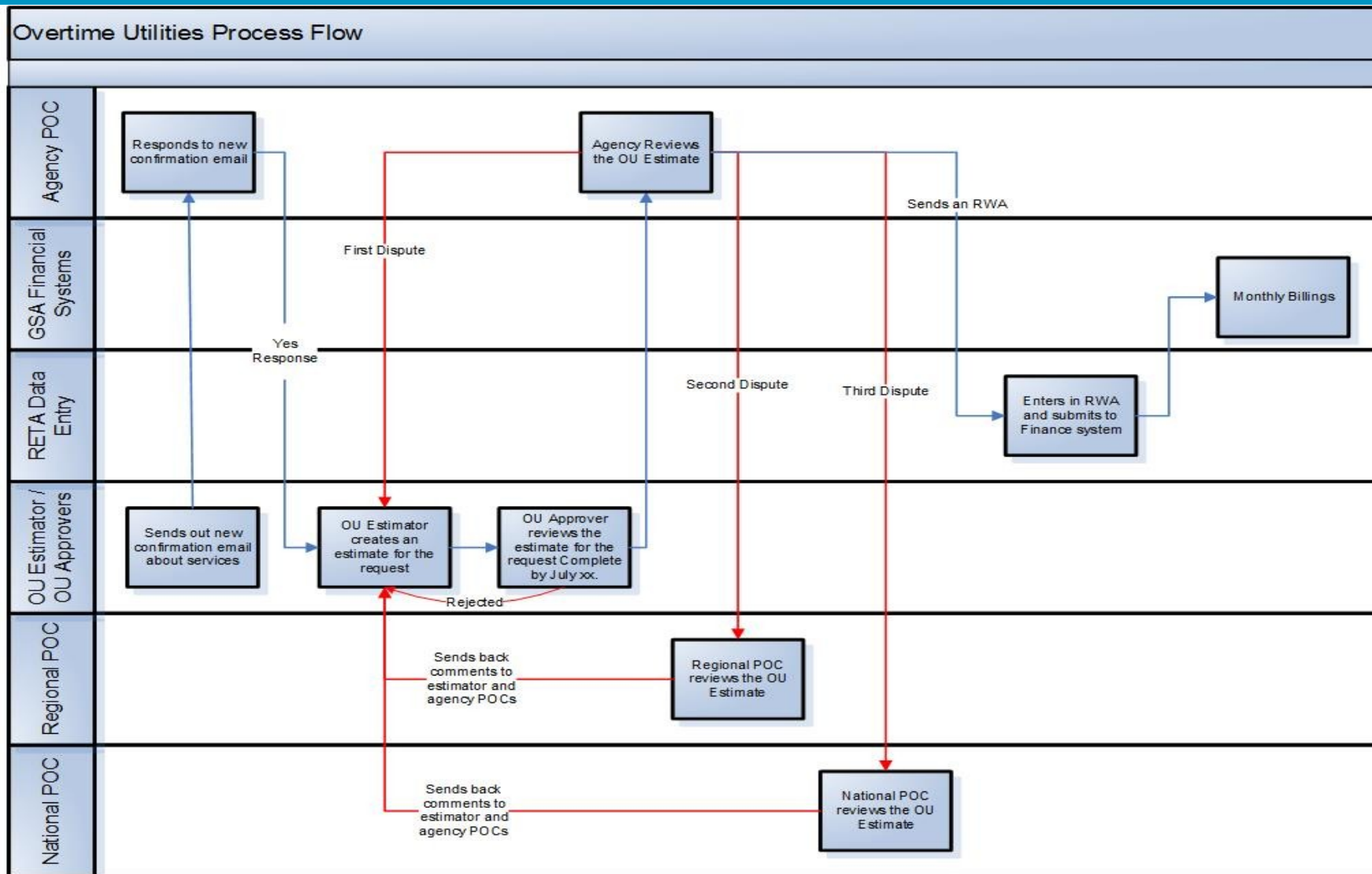


1. Through the Reimbursable Work Authorization (RWA)
 - An RWA is an agreement between the GSA and a requesting agency where GSA agrees to provide utilities and related services and the requesting agency agrees to reimburse GSA for costs incurred.
2. Through an Occupancy Agreement (OA)
 - Reimbursable services can be setup on OA's as well.



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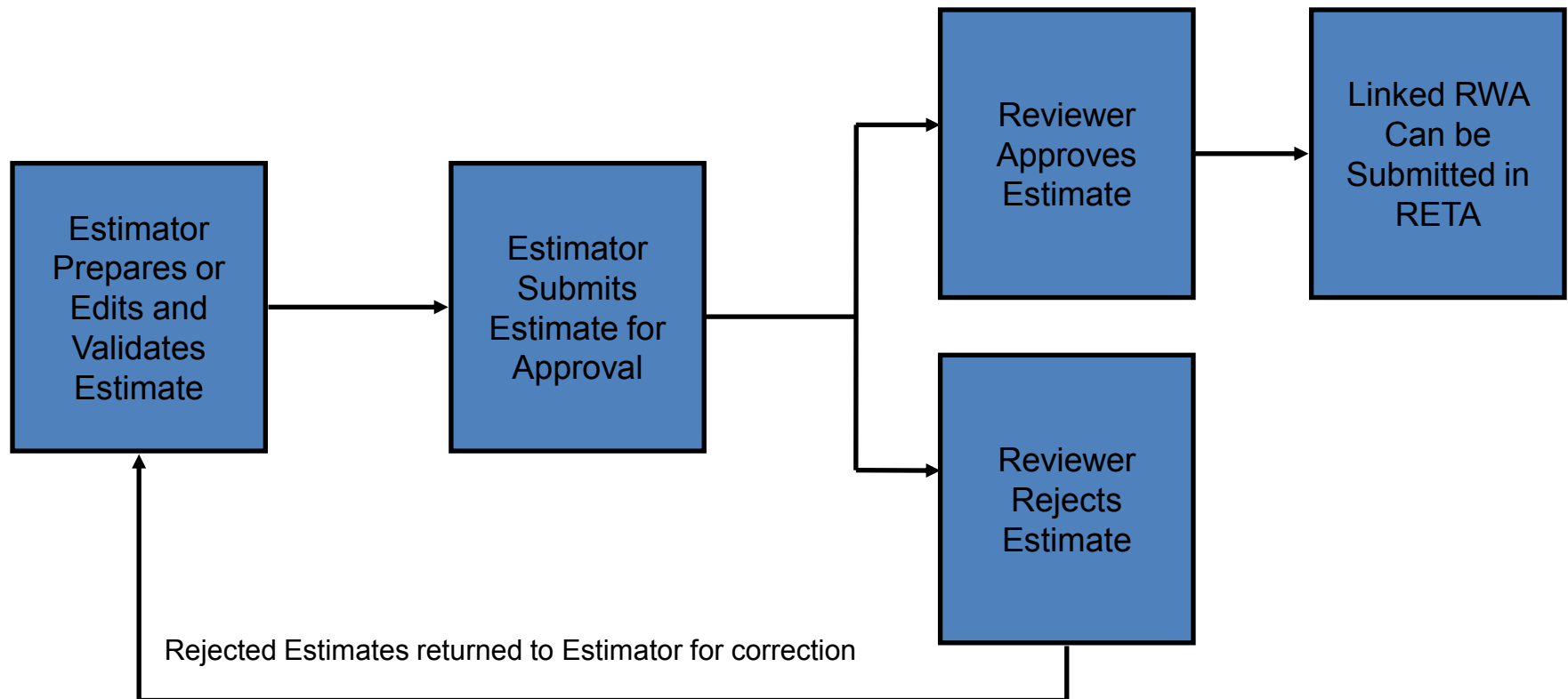
Overtime Utilities – Process Flow





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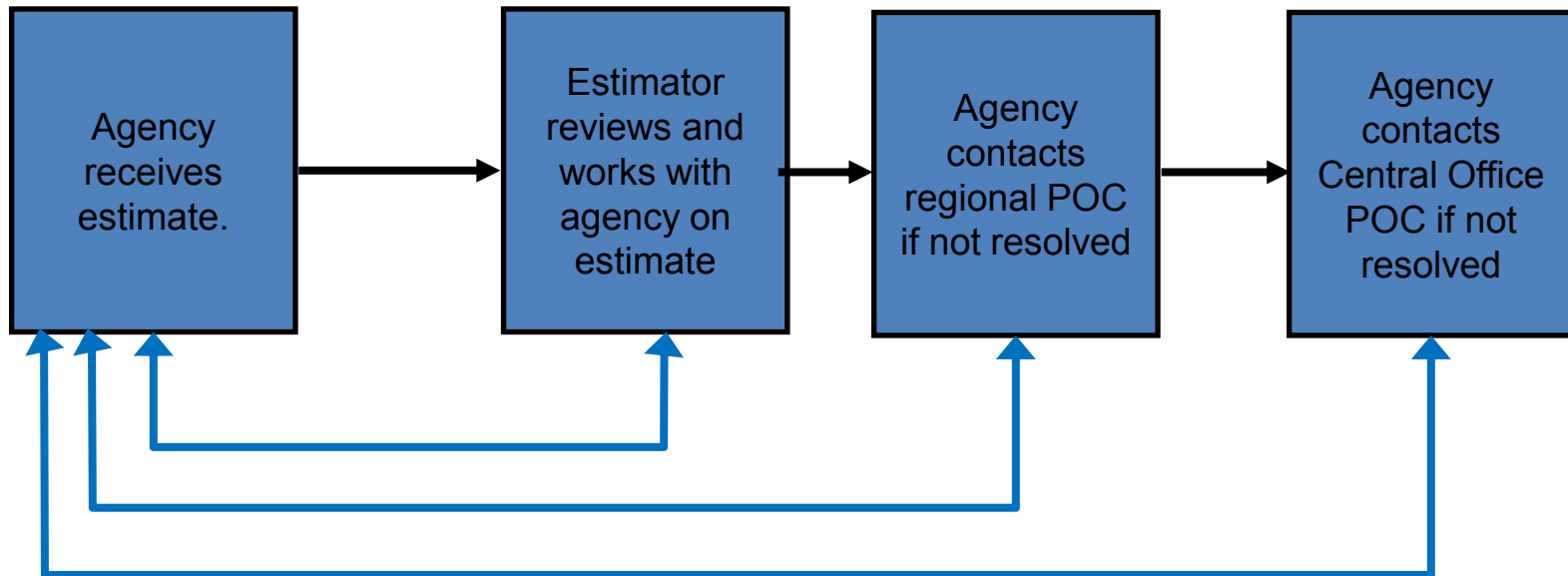
Overtime Utility Estimate Quality Control





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Overtime Utility Estimate Appeals Process





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The OU Estimate to RWA Road Map



1) GSA receives customer request for services and detail scope.



2) GSA prepares OU Estimate. (May – June)



3) GSA Quality Control on OU Estimate. (July)



4) US Courts receives the Verification of Need Letter. (August)



5) US Courts verify need for services.



6) US Courts review the OU Estimate. (September)



7) If questionable OU Estimate, US Courts appeal the OU Estimate.



8) US Courts submit RWA to GSA. (October)



9) GSA receives the RWA.



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Agency's Obligation to reduce Overtime Utilities



- Quickest ways
 - Change core hours and extra hours needed (M-F)
 - Change temperature set points in server rooms
 - Don't request extra hours when not really used
 - Ask for hours based on need
- Harder
 - Consolidate server rooms
 - Move server rooms off of Building Chilled Water loop
 - Add more efficient system for lower energy use for OT loads



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Best Practices Server Rooms & Sub-metering



server room best
practices

[Sustainability Facility Tool](#): Walks thru the different parts of a facility and explains them all, including HVAC, Lighting, Sub-metering, and others.



Sub-Metering

[GSA Sub-metering Presentation](#): Walks thru the different aspects of sub-metering.



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Resources



- ❖ Audit Program
- ❖ Online tools
- ❖ <http://www.gsa.gov/ou>



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Frequently Asked Questions



1. Who pays for the Humidification system in the building?

Answer: Humidification in Federal space, such as courtrooms, etc where the agency has special tenant improvements such as special wood millwork and wall covering material is the responsibility of the agency.

2. Can courts request an “energy audit” that includes subject matter experts when disputes concerning OU charges exist?

Answer: Yes, GSA has an Overtime Utility Audit and Appeal processes in place, where we can review the estimate in question.

3. Does the 10 hours include the time it takes buildings to ramp up to required temperatures?

Answer: The startup and shutdown times are not included in the normal 10 hours of base operations. The 10 hours is “at temperature”, each building is unique in its ability to recover the tenant space depending on the ambient conditions/summer/winter etc.. Data Centers run 24/7, so there is no startup time.



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Questions?

